

# December 7th, 2016

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## Welcome

- Teresa Shingleton  
Office of the State Controller
- Mike Zeinstra  
Office of State Human Resources

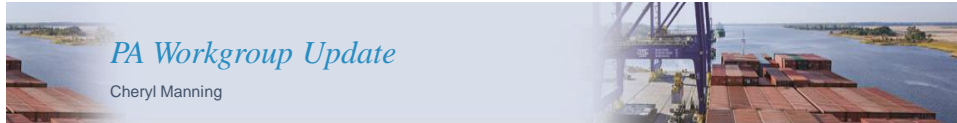
## Topics of Discussion

- Training Workgroup Updates
  - PA workgroup
  - OM workgroup
- Monitoring Other Management Approved Leave for Flood and Fire exceptions
- Business Objects Reporting Updates



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- PA Workgroup Mtg 12.06.16



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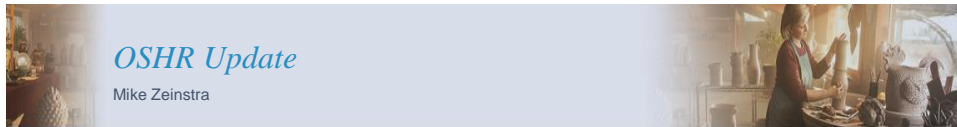


- First meeting between OSC and Agency OM Subject Matter Experts held on Tuesday, November 1<sup>st</sup>.
- Updates/Modifications to the OM Change Spreadsheet:
  - Columns will be added/moved on the Position transfer tab. Specifically, add a column for Position holder and a column for Supervisory Position holder. This will require configuration and testing.
  - Adding "County code" to the Position Transfer tab. This will eliminate an agency from having to do a separate OM PCR.
  - Add a box for Funding Approver information on the Position transfer tab.
  - Re-configure the org unit rename tab. The tab is currently not compatible with the mass program.
  - Draft formal documentation for the "rule of 10" and exceptions that are allowed.
- Training Proposals:
  - Higher level OM course for the "every day" users, quarterly basis.
  - Topics to include OM theory and best practices, OrgPath objects, Exercises/Scenarios that involve the OM Change spreadsheet, and OrgPlus.
  - Job aid idea for a Flow chart – What action to use and when. An example is when to use a Position transfer versus a Supervisor change.



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## • OMAL for fire and flood

- Does your agency have a process for how employees request the time?
- How is OMAL being monitored if it is being used outside of the flood and fire events?



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## • Status of Report Migration to Business Objects

- 107 Reports migrated - 68 combined or obsolete
- 38 Reports remaining – completion by May 2017
  - State and Federal EEO
  - Legislative Increase
  - HR Metrix (time to process separations, new hire retention etc)
  - Disability
  - Various dashboards

## • Resuming normal development of new reports and enhancements

- New! B0026: Employee Pay by Quartile
- Many enhancements completed, in process or up and coming
- Survey soon on need and usage of a combination of PA action data and OM budget data

## • Next up?

- Payroll reporting – Workshops starting spring 2017
  - Need analysis
  - Scope
  - Requirements



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Questions

discussion



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Our next meeting is

Wednesday, March 8  
9AM

OSC, Banner Elk room



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